

DD/Pers

C/Plans Staff 262 Curie

Attached are pertinent extracts from materials on the 1960 IC report on Training concerning a recommendation that the DTR and the D/Pers keep up with developments in the Foreign Service. As indicated, this is not new and is a responsibility which has been assigned to you in the past.

The DDCI has required that a report of progress on implementation of approved recommendations be made to him by 25 June 1961. The Office of Training has principal responsibility for preparing this report but the Office of Personnel will be expected to contribute regarding those items for which it carries or shares action responsibility.

I will coordinate with the Plans and Policy Staff on OP responsibilities and actions on the report in general but separate action assignments are being made within the Office of Personnel on specific recommendations as appropriate.

It is requested that you contact OTR as the representative of the Director of Personnel on this item and assist in preparing or reviewing the suggested reply.

In view of this development, we have formalized your previous responsibility as a Work Project and assigned it No. 31-61.

☒ UNCLASSIFIED☐ INTERNAL
ONLY☐ CONFIDENTIAL☐ SECRET

Approved For Release 2002/05/07 : CIA-RDP80-01826R004100070022-3

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

DD/Pers

NO.

OP Work Project # 31-61

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.
C/Plans Staff 262 Curie

RECEIVED

FORWARDED

6/23

RS

Attached are pertinent extracts from materials on the 1960 IG report on Training concerning a recommendation that the DTR and the D/Pers keep up with developments in the Foreign Service. As indicated, this is not new and is a responsibility which has been assigned to you in the past.

2.
Dep Dir/Pers.

26 86

3.
Have complied with attached instructions.4.
C/Plans and Policy stated there was no problem on this5.
item but he would contact me if he needed any help.6.
Note Due Date.7.
RS

8.

9.

10.

11.

12.

13.

14.

15.

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